

Identifying Your Core Values



CORE VALUES LIST

achievement
appreciation
assertiveness
cleanliness
commitment
compassion
confidence
cooperation
courage
courtesy
creativity
development
efficiency

enthusiasm
excellence
fairness
faith
flexibility
forgiveness
friendliness
generosity
honesty
humility
integrity
kindness
loyalty

moderation
orderliness
patience
peacefulness
persistence
reliability
respect
responsibility
self-discipline
service
tact
tolerance
unity



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Participant Instructions



1. Read through the list of values / traits and their descriptions
2. Acknowledge at least 3 of them from your past as your Inherited Values, and draw an asterisk next to each of them
3. Identify the TOP TEN from the list that you feel are most important to you as your personal Core Values and UNDERLINE each of those ten words. Choose them wisely, understanding that you cannot emphasize every virtue... If everything is important, then nothing truly is important.
4. Rank them by importance from #1 - #10
5. Confirm your list is accurate based upon who you want to be, then CIRCLE the THREE values that you most identify with as core personal traits.
6. Share with a partner WHY those are your top three values, and what has happened in your life that helped to shape those priorities...



Identifying Your Core Values



After choosing the **THREE** core values that you plan to influence all decisions and to emphasize in order to succeed, you will want to invest significant time defining exactly what behaviors will demonstrate those **THREE** values.

Values are simply vague ideas until we nail them down and translate them into specific repeatable and observable actions. I encourage you to list specific behaviors that would illustrate each of your chosen virtues on the next page...

For example, if you claim that *Courtesy* is one of your three core values, then provide examples of exactly what courteous behavior would look like in your life and work. Do not assume that others know what you think it should be. Take the time to discuss and define your expectations, and you will find that you and others are far more capable of meeting (and exceeding) them.

(After this is done, you can begin to more intentionally implement your core values into your life – and it is vital to always maintain a focus on them)



Applying Your Core Values

CORE VALUE #1 _____

What Does it Look Like? (Behaviors):

-
-
-

CORE VALUE #2 _____

What Does it Look Like? (Behaviors):

-
-
-

CORE VALUE #3 _____

What Does it Look Like? (Behaviors):

-
-
-

Defining the Core Values

Achievement

Achievement is the act of accomplishing something. It is an ability to get things done and conquer the unconquerable. You take pride in seeing the quantifiable results of your efforts. You enjoy the feeling of completing the goals that you set and seeing things through to their success.

Appreciation

Appreciation is being grateful for what we have. It is an attitude of gratitude for learning, loving and being. Be thankful for the little things that happen around you and within you every day. Think positively. Appreciation brings happiness and contentment.

Assertiveness

Being assertive means being positive and confident. You are aware that you are a worthy person with your own special gifts. You think for yourself and express your own ideas. You know what you stand for and what you won't stand for. You expect respect.

Cleanliness

Cleanliness means washing often, keeping yourself uncontaminated, and wearing clean clothes. It is putting into your body and your mind only the things that keep you healthy. It is staying free from harmful drugs. It is cleaning up mistakes and making a fresh start.

Commitment

Commitment is caring deeply about something or someone. It is deciding carefully what you want to do, then giving it 100%, holding nothing back. You give your all to a friendship, a task, or something you believe in. You finish what you start. You keep your promises.

Compassion

Compassion is understanding and caring when someone is hurt or troubled, even if you don't know them well. It is wanting to help, even if all you can do is listen and share kind words. You forgive mistakes. You are a friend when someone needs a friend.

Confidence

Confidence is having faith in someone. Self-confidence is trusting that you have what it takes to handle whatever happens. You feel sure of yourself and enjoy trying new things, without letting doubts or fears hold you back. When you have confidence in others, you rely on them.

Cooperation

Cooperation is working together and sharing the load. When we cooperate, we join with others to do things that cannot be done alone. We are willing to follow the rules which keep everyone safe and happy. Together we can accomplish great things.

Courage

Courage is bravery in the face of fear. You do the right thing even when it is hard or scary. When you are courageous, you don't give up. You try new things. You admit mistakes. Courage is the strength in your heart.

Courtesy

Courtesy is being polite and having good manners. When you speak and act courteously, you give others a feeling of being valued and respected. Greet people pleasantly. Bring courtesy home. Your family needs it most of all. Courtesy helps life to go smoothly.

Creativity

Creativity is the power of imagination. It is discovering your own special talents. Dare to see things in new ways and find different ways to solve problems. With your creativity, you can bring something new into the world.

Development

You focus your energy and efforts on improving and the pursuit of continual growth. Development is the act of learning and collecting information and skills so that you can become more helpful.

Efficiency

Being efficient is about avoiding wasted materials and resources – whether that is physical items or the use of time and energy. You enjoy the feeling of getting things done as quickly and economically as possible, and are proud of your ability to find helpful shortcuts that do not sacrifice quality.

Enthusiasm

Enthusiasm is being cheerful, happy, and full of spirit. It is doing something wholeheartedly and eagerly. When you are enthusiastic, you have a positive attitude. Enthusiasm is being inspired.

Excellence

Excellence is doing your best, giving careful attention to every task and every relationship. Excellence is effort guided by a noble purpose. It is a desire for perfection. The perfection of a seed comes in the fruit. When you practice excellence, you bring your gifts to fruition. Excellence is the key to success.

Fairness

The trait of fairness involves an intense dislike of injustice and an emphasis on maintaining an unbiased view of others and behavior towards them. You are objective, free from prejudice, and want to do what is right in an attempt to achieve a balance of proper treatment for all concerned.

Faith

Faith is trusting in someone or something. It is a positive attitude and expectation about life. You are confident that the right thing will happen without trying to control it or make it happen. Even when difficult things happen, faith helps us to find the gift or lesson in it.

Flexibility

Flexibility is being open to change. You consider others' ideas and feelings and don't insist on your own way. Flexibility gives you creative new ways to get things done. You get rid of bad habits and learn new ones. Flexibility helps you to keep changing for the better.

Forgiveness

Being forgiving is giving someone another chance after they have done something wrong. Everyone makes mistakes. Instead of revenge, make amends. Forgive yourself too. Instead of feeling hopeless after a mistake, decide to act differently, and have faith that you can change.

Friendliness

Friendliness is being a friend, through good times and bad. You take an interest in other people and make them feel welcome. You share your belongings, your time and yourself. Friendliness is the best cure for loneliness.

Generosity

Generosity is giving and sharing. You share freely, not with the idea of receiving something in return. You find ways to give others happiness, and give just for the joy of giving. Generosity is one of the best ways to show love and friendship.

Honesty

Honesty is being truthful and sincere. It is important because it builds trust. When people are honest, they can be relied on not to lie, cheat or steal. Being honest means that you accept yourself as you are. When you are open and trustworthy, others can believe in you.

Humility

Being humble is considering others as important as yourself. You are thoughtful of their needs and willing to be of service. You don't expect others or yourself to be perfect. You learn from your mistakes. When you do great things, humility reminds you to be thankful instead of boastful.

Integrity

Integrity is living by your highest values. It is being honest and sincere. Integrity helps you to listen to your conscience, to do the right thing, and to tell the truth. You act with integrity when your words and actions match. Integrity gives you self-respect and a peaceful heart.

Kindness

Kindness is showing you care, doing some good to make life better for others. Be thoughtful about people's needs. Show love and compassion to someone who is sad or needs your help. When you are tempted to be cruel, to criticize or tease, decide to be kind instead.

Loyalty

Loyalty is staying true to someone. It is standing up for something you believe in without wavering. It is being faithful to your family, country, school, friends or ideals, when the going gets tough as well as when things are good. With loyalty, you build relationships that last forever.

Moderation

Moderation is creating a healthy balance in your life between work and play, rest and exercise. You don't overdo or get swept away by the things you like. You use your self-discipline to take charge of your life and your time.

Orderliness

Orderliness is being neat and living with a sense of harmony. You are organized, and you know where things are when you need them. Solve problems step by step instead of going in circles. Order around you creates order inside you. It gives you peace of mind.

Patience

Patience is quiet hope and trust that things will turn out right. You wait without complaining. You are tolerant and accepting of difficulties and mistakes. You picture the end in the beginning and persevere to meet your goals. Patience is a commitment to the future.

Peacefulness

Peacefulness is an inner sense of peace and happiness. You appreciate the gifts each day brings. Without peacefulness, when the fun stops, our happiness stops. Peace can carry you through the hard times even when you are struggling. Peacefulness is a feeling of still silent strength.

Persistence

Persistence is the continuing discipline of doing something even in the midst of difficulty or opposition. It is the patient and relentless determination to keep on taking action regardless of obstacles.

Reliability

Reliability means that others can depend on you. You keep your commitments and give your best to every job. You are responsible. You don't forget, and you don't need to be reminded. Other people can relax knowing things are in your reliable hands.

Respect

We show respect by speaking and acting with courtesy. We treat others with dignity and honor the rules of our family, school and nation. Respect yourself, and others will respect you.

Responsibility

Being responsible means others can trust you to do things with excellence. You accept accountability for your actions. When you make a mistake, you offer amends instead of excuses. Responsibility is the ability to respond ably and to make smart choices.

Self-discipline

Self-discipline means self-control. It is doing what you really want to do, rather than being tossed around by your feelings like a leaf in the wind. You act instead of react. You get things done in an orderly and efficient way. With self-discipline, you take charge of yourself.

Service

Service is giving to others, making a difference in their lives. You consider their needs as important as your own. Be helpful without waiting to be asked. Do every job with excellence. When you act with a spirit of service, you can change the world.

Tact

Tact is telling the truth kindly, considerate of how your words affect others' feelings. Think before you speak, knowing what is better left unsaid. When you are tactful, others find it easier to hear what you have to say. Tact builds bridges.

Tolerance

Tolerance is the ability to appreciate and value other opinions or behaviors that may not be popular or easily understood. You are someone who accepts differences in others and reserve judgement. You don't expect others to think, look, speak or act just like you.

Unity

Unity helps us work and live together peacefully. We feel connected with each other and all living things. We value the specialness of each person as a gift, not as a reason to fight or be scared. With unity we accomplish more together than any of one of us could alone.

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